

REGULAR COUNCIL MEETING DECEMBER 11, 2012

The regular meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on December 11, 2012 at 7:00 p.m.

1. Mayor Burgess called the meeting to order and presided.
2. David Sage, Minister of Grace Community Church, thanked Mayor Burgess and Mr. Coleman for their years of service to the Town of Altavista and gave the invocation.

Council members
present:

Mr. J.R. Burgess
Mr. Ronald Coleman
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Bill Ferguson
Mr. Jay Higginbotham
Mr. Michael Mattox

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Dan Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Deputy Chief Ken Walsh, Police Department
Mr. John Eller, Town Attorney
Mr. John Tomlin, Public Works Director
Mr. Steve Bond, Wastewater Treatment Director
Mrs. Megan Lucas, Economic Dev. Director
Mrs. Mary Hall, Administration

3. Mayor Burgess asked if there were any questions regarding the minutes of the November 13, 2012 Regular Council meeting.

A motion was made by Mrs. Dalton, seconded by Mr. Coleman, that the minutes of the November 13, 2012 Regular Council meeting be approved as presented.

Motion carried:

VOTE:	Mr. Rudy Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

4. Review of Invoices
5. Financial Statements
6. Public Comment

Mayor Burgess asked if anyone not on the agenda would like to speak.

Former Councilman, Mr. Donlie Henderson, 316 Myrtle Lane, addressed Council congratulating Mayor Burgess and Mr. Coleman on their retirement from Council. Mr. Henderson said he was fortunate to serve beside Mr. Coleman and Mayor Burgess for 8 ½ years and as a citizen he thanked both of them for the privilege. He noted that Mayor Burgess had taught him much history about the town and told him he would always be Mr. Mayor.

7. Special Items or Recognitions

a. Council Resolutions—Burgess and Coleman

Mr. Coggsdale presented Mayor Burgess and Mr. Coleman with the following resolutions:

WHEREAS, J. R. "Rudy" Burgess has been a respected member of Town Council for forty (40) years, serving the last twenty-four (24) years as Mayor; and

WHEREAS, Mayor Burgess' leadership has been displayed through his consensus building and common sense attitude; and

WHEREAS, Mayor Burgess has served on many committees, boards and commissions, both locally & regionally, such as the Region 2000 Local Government Council, serving as its chair several times; and

WHEREAS, Mayor Burgess has demonstrated his commitment to making Altavista a better place, by giving so much of his time and efforts; and

WHEREAS, Mayor Burgess, along with his wife, Lucy, raised their five children in this community, while constantly helping others; and

WHEREAS, Mayor Burgess has been instrumental in the stability and progressive nature of Town operations, through his support of projects such as utility plant expansions, the building of the new Town Hall, and the Downtown Streetscape and Infrastructure improvements, to name a few; and

WHEREAS, Mayor Burgess has been a lifelong citizen and advocate of Altavista; and

Now, THEREFORE, BE IT RESOLVED by the Altavista Town Council that the Council hereby honors and praises

J. R. "Rudy" BURGESS

for his outstanding service to the people of Altavista and his loving dedication to the betterment of the Town of Altavista, Virginia upon his retirement from office.

Adopted the 11th day of December 2012.

Ronald Coleman, Vice-Mayor

WHEREAS, Ronald "Ron" Coleman has been a respected member of Town Council for the past sixteen (16) years, serving as the Vice Mayor since October 1999; and

WHEREAS, Vice Mayor Coleman has served on many committees, boards and commissions, both locally and regionally, including Town representative on the former Town/County School Board; and

WHEREAS, Vice Mayor Coleman has demonstrated his commitment to making Altavista a better place, by giving so much of his time and efforts through his past involvement as civic league president as well as a leader of the local Parent Teacher Association (PTA); and

WHEREAS, Vice Mayor Coleman, along with his wife, Joyce, raised their three children in this community, while constantly helping others; and

WHEREAS, Vice Mayor Coleman followed in the footsteps of his uncle Leonard Coleman, who also served on town council and as vice mayor; and

WHEREAS, Vice Mayor Coleman continues to serve, mostly recently as part of the

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Kairos Prison Ministry International team; and

~~WHEREAS~~, Vice Mayor Coleman has been a lifelong citizen and advocate of Altavista; and

Now, THEREFORE, BE IT RESOLVED, by the Altavista Town Council that the Council hereby honors and praises

Ronald "Ron" COLEMAN

for his outstanding service to the people of Altavista and his loving dedication to the betterment of the Town of Altavista, Virginia upon his retirement from office.

Adopted the 11th day of December 2012

J. R. Burgess, Mayor

A motion was made by Mr. Edwards, seconded by Mr. Mattox, to adopt the resolutions as presented.

Motion carried:

VOTE:	Mr. Rudy Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Mr. Coggsdale expressed his appreciation to Mayor Burgess and Vice Mayor Coleman stating it had truly been a blessing to learn from both of them noting the mayor had taught him a lot of history about the town of Altavista; it is the honor and integrity that these two bring to the position. He stated that he was truly appreciative and that they would be missed but he knew where to find them.

Mrs. Dalton addressed Mr. Coleman stating “you are a friend and it has truly been a pleasure working with you.” She stated she could not thank him enough for his service to the town for his efforts and leadership as a Councilman and Vice Mayor. She stated they absolutely hated to see him go; that he had been such a support to the community. Mrs. Dalton then addressed Mayor Burgess; she stated she had heard it said that if you do a good job you might do yourself out of a job. In so many ways he had led Council to this evening and stepping down as Mayor after doing such a great job. She told Mayor Burgess he would be missed but had taught them how to carry on. That his motivation to make a difference has not gone unnoticed; that he had been an advocate for the people in this community and knew everybody, which no one will be able to follow. Council has seen him advocate for the advantaged and advocate for the disadvantaged, the he had taken up the causes for those that have come here and taken up the causes for those that have been here. He gave audience to those who have a voice and voice to those who didn’t have a voice. She noted he had taken on the six Council members as if they were his children; they have been mentored and taught by example. She said, “I hope you understand that we are only able to carry on because of your examples.” Mrs. Dalton stated on behalf of the Council members they wished him well and sincerely thanked him for the stellar service he has given to the community.

Mr. Coleman stated it has been a pleasure to serve the 16 years he has been on Council. Mr. Coleman stated he grew up in the Town of Altavista. As a boy growing up in the Town of Altavista, this town has given him many opportunities he did not think he would be able to accomplish and it has been a pleasure to represent the Town of Altavista

on the Social Service Board, School Board and Planning Commission. He stated the reason he wanted to give back so much was because he grew up in this town and when he grew up in this town it was what it was. But he always knew that things would be better and as a testament to this town things have changed. Mr. Coleman stated his grandmother once told him that the Lord would change things and that he would need to prepare himself to be able to give back when that happens. He stated this comment has always stayed with him. He said he has tried to be a voice for those who would not come forward. He stated he has walked and biked these streets many times just to understand what goes on in this town and who needs help. Mr. Coleman referred to Mayor Burgess stating he appreciated the man sitting beside him who has helped him so much. He stated from a little boy growing up on the hill he felt very blessed and thanked everyone for the support they have given him over the years.

Mayor Burgess stated it has been a pleasure to serve with Mr. Coleman for the years and told him he appreciated him so much. He stated so many good things have happened over the years; noting the one thing that hurt him the most was the closing of the Lane Furniture Company. Mayor Burgess referred to missing the Lane Company whistle. He noted the administration building for the Town was in the process of being built when the Lane Company closed and many said Council should delay the building. Council moved forward with the project because they didn't want the Town to dry up. He felt moving forward with the project was the best thing Council did. Mayor Burgess felt there was a fine group of people working for the town and he stated he has served with outstanding Council persons. Mayor Burgess stated he'd had a lot of good times and made a lot of good friends in this town and he felt very blessed. Mayor Burgess recognized his wife and children that were in attendance.

8. Public Hearings

a. Comprehensive Plan "Future Land Use Map Amendment

Mr. Witt addressed Council stating he came to the Town of Altavista 10 years ago. He said he was still an outsider but the Mayor never treated him that way. He thanked the Mayor for making suggestions, telling him stories, mentoring and helping him along as a rookie in public administration. He stated he appreciated what the Mayor had taught him. Mr. Witt also thanked Mr. Coleman stating he respected his decision to follow a higher calling.

Mr. Witt advised the Town has received a request for a zoning map change for property located adjacent to 101 Edgewood Drive. Mr. Dale Moore, on behalf of MB Properties, LLC, is requesting to rezone the property from Multi-family Residential (R-2) to Industrial (M). The parcel is currently vacant and is approximately 8.76 acres in size. The purpose of the request is for the expansion of the existing business, located at 101 Edgewood Drive. The proposed M (Industrial District) would allow for a variety of residential, office, commercial and industrial uses. The uses allowed in the M (Industrial District) are recognized as uses which are light, moderate, and heavy industrial operations which may create some nuisance effects but not be detrimental to the environment or the surrounding community. The specific intent is to encourage the construction of and the continued use of land for industrial and commercial purposes; limit residential use of the land, prohibit any other use which would substantially interfere with the development, continuation or expansion of commercial and industrial uses in the district.

Mr. Witt noted following submission of the application, staff reviewed the Comprehensive Plan and noted that the subject parcel as well as the parcel where 101 Edgewood Drive is located is designated as "Mixed Density Residential". Staff submitted this to the Planning Commission and after discussion it was the Commission's consensus that these parcels should have been included in the Comprehensive Plan's Future Land Use Map as Industrial. The Planning Commission directed staff to schedule a hearing for this change and consider the amendment of the Town's Comprehensive Plan "Future Land Use Map", conduct a public hearing to consider the zoning map change of Tax Parcel 69-A-46C from "Multi-family Residential" (R-2) to "Industrial" (M).

Mr. Mattox asked Mr. Witt if he had received any comments from the adjoining property owners.

Mr. Witt responded most of the property owners wanted to know what was going on and seemed happy with it.

Mayor Burgess opened the public hearing at 7:27 PM and asked if anyone would like to comment. No one came forward.

Mayor Burgess closed the public hearing at 7:28 PM.

A motion was made by Mrs. Dalton, second by Mr. Coleman, to amend the 2009 Altavista Virginia Comprehensive Plan's Future Land Use map to change parcels 69-A- 46A and 69 – a – 46C from "Mixed Density Residential" to "Industrial".

Motion carried:

VOTE:	Mr. Rudy Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

b. Zoning Map Amendment for Tax Parcel 69-A-46

Mayor Burgess opened the public hearing at 7:30 PM and asked if anyone would like to comment. No one came forward.

Mayor Burgess closed the public hearing at 7:31 PM.

A motion was made by Mrs. Dalton, second by Mr. Mattox, to accept the zoning map change from for parcel 69-A-46C, consisting of approximately 8.76 acres from "Multi-family Residential to "Industrial" as submitted by Mr. Dale Moore on behalf of MB Properties LLC.

Motion carried:

VOTE:	Mr. Rudy Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

9. Committees

a. Finance Committee

Avoca Board of Director's Request

Mr. Coleman advised the Finance Committee reviewed the request of the Avoca Board of Directors in regard to the town resuming the VRS contribution and health/dental insurance for the full time position of Avoca's Executive Director. The part-time position would also be considered a town position but would not be eligible for VRS or health/dental insurance coverage. The Committee has asked that staff further investigate the issues related to such request and see if there are other communities that have a similar relationship with a non-profit 501 (c) 3 organization.

Water Bill Adjustment Request- 1630 Melinda Drive

Mr. Coleman advised the Finance Committee reviewed the request of Ms. Wanda Childress (1630 Melinda Drive) regarding a water leak and a subsequent utility bill adjustment. Ms. Childress is requesting a second adjustment due to the leak spanning two billing periods and the inability to get a contractor to fix the problem in a timely manner. Per the Town's policy, staff is only authorized to grant one utility bill adjustment per calendar year. Accordingly, Ms. Childress is seeking Council's consideration of the second adjustment. The Finance Committee discussed and recommends adhering to the existing policy and not granting the second adjustment.

Mr. Higginbotham questioned if anyone knew the cause of the leak.

Mr. Coggsdale stated the cause of the leak was not known; during the quarterly meter reading the increase in consumption was discovered at which time the town contacted Ms. Childress' family which is a common practice for the citizens.

Mr. Higginbotham felt Council needs to take care of the citizens and the leak was not Ms. Childress' fault and that she had contacted five plumbers; this is something that was out of her control.

Mr. Coleman stated in order to handle this matter; the policy would need to be changed.

Mr. Higginbotham did not think the policy needed to be changed but each situation be handled individually. He felt Ms. Childress' response was understandable and thought the requested waiver was very reasonable.

Mr. Coleman noted the first adjustment was based on her consumption. Ms. Childress is saying she was unable to correct the problem in a timely manner. The second bill ran over into the next billing cycle which was \$207.86. She has paid \$50 towards her bill but asked for some type of adjustment on the other bill that she received.

Mr. Coggsdale offered typically when a leak is discovered it will affect two billing cycles; the cycle that is being read and the next cycle.

Mr. Mattox asked Mr. Higginbotham if he would be willing to change the policy for two billing.

Mr. Higginbotham stated he did not care about the policy but taking care of the issue.

Mr. Mattox stated the policy would need to be changed for consistency.

Mr. Higginbotham stated someone has a water leak and they don't know about it; each individual case needs to be reviewed.

Mr. Coleman stated the leak was addressed when it was discovered and an adjustment was given in the first billing cycle. If Ms. Childress had fixed the leak after the first billing cycle, the bill would not have been as much. Mr. Coleman stated the problem that needed addressing was Council does not need to be discussing this. The policy is in place so that staff can handle the situation. This could call for two or three people to show up at each Council meeting. He noted Council's job is to set policy and staff carry the policy out.

Mr. Higginbotham stated there is an exception to policy and Council needs to address it.

Mr. Coleman asked if this would call for someone looking for an adjustment from six months ago.

A motion was made by Mr. Higginbotham to adjust the second bill accordingly for normal usage. No second.

A motion was made by Mr. Edwards to offer half of the adjustment for normal usage. No second.

Mr. Mattox asked Mr. Edwards if he would consider changing the policy itself.

Mr. Edwards stated he did not have a problem with changing the policy.

Mrs. Dalton felt the billing period in which the leak was detected is the one that should be adjusted. She stated she would like to act on this type of situation through a policy and asked if it could be sent back to a committee.

It was the consensus to Council to return the policy to the Legislative Committee and table Ms. Childress' request.

ii. Police Committee

Major Walsh advised Council Mr. Chevis Aaron Swearingen has been hired to replace Sgt. Calvin Rowland who recently retired.

iii. Public Works Committee

5th Street and Charlotte Avenue dip and drainage issue

Mr. Ferguson advised at last month's Council meeting, staff provided Council with a list of options in regard to solutions for the dip in the road at the intersection of 5th Street and Charlotte Avenue, as well as potential drainage issues. These options either dealt with one or both of the issues on a short and long term basis. After discussion the item was referred back to the Public Works Committee for further review. At the November 28th Public Works Committee meeting, the Committee reviewed an additional proposal that had been reviewed by Mr. Higginbotham and staff. The proposal would involve the design and installation of a storm water system along Novelty Street across private property (easement required) and along 5th Street to its intersection at Charlotte Avenue. This particular proposal would serve as a permanent solution for the existing issue at the intersection

and could be expanded upon in the future to address storm water in the general area.

Mr. Tomlin told Mayor Burgess and Mr. Coleman he had enjoyed working with them and wished them the best in their endeavors. He presented Council with some preliminary pricing which covers resolving the issue at Charlotte and 5th Street and would allow for future expansion. He noted this would need an engineer's design.

Mr. Higginbotham stated the most logical approach would be to tack this onto a contract with W & W Associates checking the drainage area.

It was the consensus of Council to pursue a permanent solution for the existing issue at the intersection of Charlotte Avenue and 5th Street.

Leonard Coleman Memorial Park Plaque

Mr. Coleman advised staff has worked with the Coleman family in regard to the wording on the plaque that is proposed for the park. A copy of the wording was presented to Council. He stated staff has suggested a rock, similar to those at other parks, be utilized at that location for the installation of the plaque and the area is landscaped.

Council consented to allowing the Town Manager to proceed with purchase of the plaque for the Leonard Coleman Memorial Park.

Senior Softball Field Request

Mr. Ferguson noted staff updated the Committee on their meeting with Senior Softball representatives regarding a request to re-orientate the existing ball field at English Park. The Committee discussed the request and recommends that no changes in regard to the field's orientation be made. Staff is working on relocating the backstop at this field.

iv. Utilities Committee

Utility Agreement Discussion

Mrs. Dalton stated the Committee continued their previous discussions regarding potential utility agreements. Staff has been directed to provide the committee with several documents for review.

Habitat Utility Extension Request

Mrs. Dalton advised the Committee discussed the utility extension request and based on the proposed area being on a long range plan to address the undersized water lines in this area, an extension at this time is not feasible. Staff will advise Habitat of the future proposed improvements for the 4th Street location and recommend that use of these lots be postponed until the proposed project is complete.

v. PCB Remediation Alternatives Committee

Mr. Higginbotham advised Mr. Louis Licht, Ecolotree, was present and would be presenting a power point on his progress thus far and would be planting additional trees on Wednesday.

Mr. Louis Licht addressed Council and discussed his power point. He noted he is using phytoremediation to clean up the PCBs in the sludge. He estimated they should be able to tell if the PCBs can be cleaned up with the tree root system in six months.

b. Others

10. New Business

a. "Peer Group Comparison Report" Distribution

Mr. Morgan Allen, Jr., former Finance Director, addressed Council. Mr. Allen expressed his pleasure when working with Mayor Burgess and Mr. Coleman. He told Mayor Burgess he appreciated the humor he brought to Town hall on stressful days. He turned to the family and thanked them for the sacrifice of time away from them Mayor Burgess gave.

Mr. Allen presented Council with the draft Peer Group Comparison Report. He asked them to review this draft and consider a work session for discussion.

It was the consensus of Council to review the Peer Group Comparison Report at the January Council meeting.

b. Planning Commission Report/Public Hearing Request

Mr. Witt provided a Planning Commission report involving a request to establish a public hearing for a pending application. He advised of a special use request from Mr. Ralph English, on behalf of R.T. Properties, LLC. Unknowingly to Mr. English, he permitted recreational vehicles to be parked at English Mobile Home Park. He felt he was helping the community. The people residing in these homes were the temporary construction workers for the Virginia Dominion Power Company. Mr. Witt stated when he notified Mr. English of his violation of code; he apologized and submitted the special use permit application in a timely manner. He asked Council members to consent to a public hearing for this pending application at the January Town Council meeting.

A motion was made by Mr. Coleman, seconded by Mr. Ferguson to conduct a public hearing at the January 8, 2013 Town Council meeting on behalf of R.T. Properties LLC.

Motion carried:

VOTE:	Mr. Rudy Burgess	Yes
	Mr. Ronald Coleman	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Bill Ferguson	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Mike Mattox	Yes

Mr. Witt advised Mr. Tim Wagner would be stepping down from his position on the Planning Commission because he is moving out of the Town of Altavista limits.

It was the consensus of Council to discuss this matter at the January Council meeting.

11. Town Manager's Report

a) Project Updates

VDOT Enhancement Project and Downtown Utility Replacement Project and Pittsylvania Avenue Intersection Project

VDOT has issued a letter concurring with the Award of the project of Virginia Carolina Paving, Inc.

Staff will proceed with execution of the appropriate paperwork for the contract.

Pittsylvania Avenue Intersection Project has a deadline of June 1, 2013.

VDOT Enhancement Project and Downtown Utility Replacement Project has construction period of 365 days.

b) Reports

- i. Departmental
- ii. Others

c) Other Items as Necessary

Mr. Coggsdale presented Council with proposed changes by Virginia Dominion Power on Wood Lane and asked Council to review these changes.

Mr. Witt addressed Council referring to the Dominion's Special Use Permit, No. 27, stating VEPCO would relocate a fire hydrant at the intersection of Main Street and Wood Lane. The reason for the relocation is that trucks could make a right turn onto Main Street without running over the hydrant. VEPCO has since purchased the lot on which the hydrant is located. The issue this raises is the hydrant does not have to be relocated as stated in the Special Use Permit. The terminology says "shall be relocated up to 100 feet from where it is currently". Mr. Witt stated there are two options for Virginia Dominion Power Company; one to reapply for an amendment to the Special Use Permit or to move the fire hydrant which would comply with the special use permit.

It was the consensus of Council to have staff contact Virginia Dominion Power to ask them to amend their Special Use Permit or move the hydrant.

d) Informational Items

12. Matters from Town Council Members

Mayor Burgess wished Mayor-Elect Mattox much success in his future position and offered to help him in any way.

Mayor Elect Mattox told Mayor Burgess and Mr. Coleman it had been an honor to serve with them on Council and thanked them for everything they had done.

Mayor Burgess asked if there was anything else to bring before Council.

No one came forward.

The meeting was adjourned at 8:30 p.m.

J.R. Burgess, Mayor

J. Waverly Coggsdale, III, Clerk